



DEFENSE LOGISTICS AGENCY
THE DEFENSE CONTRACT MANAGEMENT COMMAND
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IN REPLY
REFER TO

AQOC

JUN 10 1997

**MEMORANDUM FOR COMMANDERS, DEFENSE CONTRACT MANAGEMENT
DISTRICTS**

**SUBJECT: DCMC Memorandum No. 97-53 , Geographical Contract Administration
Office (CAO) Single Process Initiative (SPI) Expansion (POLICY)**

This is a POLICY memorandum. It expires when content is included in DLAD 5000.4, Contract Management (One Book), not to exceed one year. Target Audience: All Geographical CAOs.

Increased participation in SPI by defense contractors is a priority for DCMC. Geographical CAOs must develop a targeting strategy for promoting SPI with contractors under their cognizance. The risk assessment methodology used to identify contractor candidates will include as a minimum, criticality of product base to national defense, magnitude of DoD dollars, and potential for SPI improvement opportunities.

Once candidates have been identified, Geographical CAOs will approach contractors with the highest potential for return on investment. There are numerous ways to approach a contractor and encourage participation in SPI. The approach selected should be tailored to the contractor and include a profile that describes potential processes for SPI involvement as well as other Acquisition Reform opportunities. Refer to the DCMC Homepage under Management Councils for examples of strategies that may be helpful for developing targeting strategies.

Questions regarding this memorandum may be referred to Ms. Marialane Schultz at (703) 767-2471, or via the internet at marialane_schultz@hq.dla.mil.

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